

# Payment Portal

## Instruction Guide

<https://ploteindustrial.etenantcare.com>

# How To Register

## 3 EASY STEPS TO REGISTER

- 1) Click "Register"
- 2) Fill out new account form    User ID --> your email address
- 3) Click submit button to register

Once you have registered, you will be notified by email once your account has been approved

Please note that your account will not be active until a staff member reviews and approves.

PROPERTY MANAGEMENT, LLC

Tenant Login Register

HOME

Payment Portal

Portal is provided by PLOTE PROPERTY MANAGEMENT, LLC. We provide our tenants the following activities:

Statements

Create a New Account

First Name: \*  
Last Name: \*  
Company Name: \*  
Unit/Suite Address: Please Select a Value  
Unit/Suite Number: Please Select a Value  
Billing Address: \*  
Billing Address 2:  
City: \*  
State: \*  
Zip Code: \*  
Work Phone: \*  
10 Digit Cell Phone: \* Used for Emergency Text Communications Only  
Carrier Co.: AT&T Wireless/Cingular \*  
Send me an email when my account is approved:   
Fields marked with an asterisk (\*) are required.

# Online Payments & Statements

Submit your payment, you will be re-directed to a secure website for credit card or e-check input. We accept Debit Cards, Visa, MasterCard and ACH Payments (Virtual Checks).

For better protection and security, please note that your credit card information will not be stored in this system.

Email:

First Name:  \*

Last Name:  \*

Company Name:  \*

Suite Number:  \*

Billing Address:  \*

City:  \*

State:  \*

ZipCode:  \*

Phone:

Property Name:

**Enter Amount to pay**

**Additional Instructions**

Step Two: Enter Amount

Amount:

Step Three: Continue To Secure Site

# Setting up an Autopay

- 1) Login to the Payment Portal
- 2) Enter Amount to pay, click Continue
- 3) Click Recurring Payment, click Create Autopay
- 4) Follow onscreen instructions to complete setup.

